

1171 REQUIRED TIME FOR COMMENCING AN ASSESSMENT

Chapter: **Child Protective Field Services**

Section: **CPS Family Assessments**



New Hampshire Division for Children, Youth and Families Policy Manual

Policy Directive: **19-52**

Approved:

Effective Date: **September 2019**

Scheduled Review Date:

Joseph E. Ribsam, Jr., DCYF Director

Related Statute(s): **RSA 169-C**

Related Admin Rule(s):

Related Federal Regulation(s):

Related Form(s):

Bridges' Screen(s) and Attachment(s):

The primary goal of the assessment process is to ensure the safety of the child(ren).

Policy

- I. Per RSA 169-C:34 an assessment must commence:
 - A. Immediately if the child's immediate safety or well-being is in danger, the family may flee, or the child disappear; or
 - B. Within 72 hours of receiving the referral in the District Office, **including weekends and holidays.**
- II. An assessment commences (begins) when the CPSW takes meaningful action or a series of actions to ensure the child is safe and not in danger. Such action may include, but is not limited to:
 - A. Making phone calls to the reporter, collateral contacts, parents, relatives, et al; or
 - B. Having face-to-face contact with the alleged victim and/or family, if warranted.
- III. The alleged victim will be interviewed in person by a CPSW according to the priority levels and timeframes listed below.
 - A. Level I assessments require face-to-face contact with the alleged victim within 24 hours, excluding weekends and holidays.
 - B. Level II assessments require face-to-face contact with the alleged victim within 48 hours, excluding weekends and holidays.
 - C. Level III assessments require face-to-face contact with the alleged victim within 72 hours, excluding weekends and holidays.
- IV. If a child cannot be deemed safe for the duration of the timeframe indicated by the assigned priority level (consider weekend or holidays), the CPSW should adjust the timeframe to better assess for the child's safety.
- V. In the event the child cannot be located or seen within the required timeframes, the CPSW is responsible for documenting the reason(s) why the face-to-face timeframes were not met in Bridges, and the date by which the child will be seen.
- VI. A CPS Supervisor is responsible for:

- A. Assuring the CPSW has assessed the safety of the child; and
- B. Approving the date by which the child will be seen.